

TOWN OF LANESBOROUGH SELECTMEN'S MEETING

Submitted by Diane Stevens, Town Secretary

March 23, 2015

Present: Mr. John Goerlach, Chairman
Mr. Robert Ericson
Mr. Henry Sayers
Mr. Paul Sieloff, Town Administrator

Warrants: Warrants Signed

The meeting was opened by John Goerlach at 6:00 p.m.

Public Comment

None.

Permit(s), Contract(s), Use of Town Property and Appointment(s)

Disabled Commuter Representative - Marianne Somes

Mr. Sieloff stated that pursuant to correspondence from the Berkshire Regional Transit Authority and in accordance with Chapter 161b, Section 5 of the General Laws, each city and town shall appoint a representative of the disabled commuter population to serve on an advisory board as a voting member for a term of one year on a rotating basis. Council on Aging Director, Lorna Gayle and Berkshire Regional Transit Representative Peter Gallant recommended Marianne Somes of Westview Road for said appointment. Motion 15-29. Motion made by Robert Ericson to appoint Marianne Somes as a Representative to the Disabled Commuter Population Advisory Board until June 30, 2016, seconded by Henry Sayers. Unanimously voted. [#1]

Budget Meeting with Finance Committee

Finance Committee Chair, Al Terranova attended the meeting. Mr. Sieloff stated that he met with the three Department Heads attending tonight, reviewed their budgets and presented copies of the budgets to the Board.

Police Department Budget

Police Chief Mark Bashara came before the Board to discuss the Department's budget. Mr. Sieloff stated that everything other than the new chief's position has relatively remained the same. Mr. Goerlach asked why the operating budget was lower. Mr. Sieloff stated that the vest program did not need to be renewed which lowered the budget by \$2,500. Mr. Goerlach asked about tasers. Chief Bashara stated that the Department obtained 4 which the officers share. Chief Bashara stated that the fuel budget was also lower due to a decrease in gas prices. Mr. Sieloff stated that the sick and vacation time payout to the Chief was included in this budget and the Department did not need to obtain a new vehicle in this budget. Mr. Terranova stated that the Town should look into consolidating police departments. Chief Bashara opposed this. Mr. Goerlach asked about the Berkshire County Sheriff's Department. Chief Bashara and Mr. Sieloff stated that they have had conversations with the Sheriff and it is not something that can be done at this time.

Fire Department Budget

Fire Chief Charles Durfee came before the Board. Chief Durfee stated that dues which were for associations raised slightly but many things at the Fire Department remained the same, except for electric fees have increase dramatically raising the Fire Department's budget. Chief Durfee stated the Fire Department has applied for an Assistance to Firefighters Grant (AFG) which would help pay for 50% (\$250,000) of the new fire truck. Mr. Sieloff stated that there is \$150,000 which was approved from last year's budget and if the Fire Department does not receive the grant the Town will have to borrow the remaining money to obtain the vehicle. Mr. Goerlach asked if money was needed for the building maintenance. Chief Durfee stated that the Association pays for these costs. Mr. Ericson stated that the Energy Committee is looking at ways to save money by conserving energy. Mr. Ericson asked if a smart re-charging station could be obtained for the Department's vehicles. Chief Durfee stated he did not know but it would be a good addition if it could be obtained.

Highway Department Budget

DPW Director William Decelles came before the Board. Mr. Sieloff stated that the Highway Department's budget is made up of several budgets, winter roads, maintenance, all Town mowing, and Baker Hill Road. Mr. Sieloff stated that the Baker Hill Road budget was increased slightly and DPW Director Decelles suggested a \$2,000 increase in the winter roads budget. The Board stated that they had no problem with the budget as presented. Mr. Sieloff stated that the Town received many letters commending the Highway Department on their hard work during this rough winter. Mr. Goerlach asked Mr. Ericson about remotes on doors and heaters for the Highway Department as an energy savings measure. Mr. Ericson stated that he would check into this. Mr. Goerlach and Mr. Sayers would like more salt purchased for the salt shed. Mr. Sieloff stated he would check into this and put it on the list to pre-purchase salt to try to save money when it increases next year. Mr. Ericson asked about the landfill monitoring. Mr. Sieloff stated that the Town would have to wait until the fall to see which houses hook in to the system.

Capital Budget

Mr. Goerlach asked about the purchase of a Bobcat for the removal of snow from sidewalks and bringing it to the Town Meeting to vote. Mr. Goerlach would like to prioritize the purchase of a new vehicle to replace the 2009 GMC truck for the Highway Department. Mr. Goerlach also stated that he would like to do something with the tractor and boom mower. DPW Director Decelles stated that he would review the list to see what could be moved around as far as the purchase of equipment. The Board stated they would look into this more in depth as well. Mr. Sieloff stated that the Capital Plan is essential to the Fire Department due to the multi-year plan to replace existing vehicles and if the AFG grant is approved there would be money to possibly purchase other needed vehicles for the Highway Department.

Discussion on other budgets

Mr. Sieloff stated that he was presenting the Board with a balanced budget and that minor changes will possibly be made before it is brought to the Town Meeting. Mr. Sieloff stated that he has increased hours for a couple of Town Hall employees. Mr. Sieloff stated that the Town Clerk needs additional help as her hours were reduced from the former Town Clerk. The Assistant Town Secretary has been helping in that department and the Treasurer's hours will be increased which will allow for tax payments to be made at 8:00 a.m. instead of 9:00 a.m. and with the retiring of the Town Accountant at the end of the year this will make for a smoother transition. Mr. Ericson wanted to know if it would be beneficial to hire a new Town Accountant earlier to have an overlap for training. Mr. Goerlach wanted to know if it would be a hardship if the Town Accountant leaves during budget time. Mr. Sieloff stated that if a properly trained person was hired it shouldn't pose a problem. Mr. Sieloff stated he would talk to the Town Accountant if he thought it would be beneficial to have a month or so of overlap and get back to the Board.[#2]

Krispy Cones - Approval of Common Victualler License

Motion 15-30. Motion made by Robert Ericson to approve Krispy Cones' Common Victualler's License, seconded by Henry Sayers. Unanimously voted. [#3]

Proposed Pontoosuc Lake Grant from Berkshire Regional Planning Commission

Mr. Sieloff presented a proposed letter to the Board which was drafted by Melissa Provencher from the Berkshire Regional Planning Commission to the Massachusetts Department of Environmental Protection relative to the 604b Water Quality Management Planning Program Grant. Motion 15-31. Motion made by Robert Ericson to move forward with the Pontoosuc Lake Roads and Rights of Way Grant and to have John Goerlach execute the letter to the Massachusetts Department of Environmental Protection, seconded by Henry Sayers. Unanimously voted. [#4]

Chapter 90 Proposed Roads – Potter Mountain Road and Bailey Road

Mr. Sieloff presented a memorandum from DPW Director William Decelles regarding work to be completed on Bailey Road, Potter Mountain Road and Prospect Street and the approximate cost for same. Mr. Goerlach asked if this includes the State's recent pothole supplement. Mr. Sieloff stated that it did. Mr. Sieloff stated that he did not need the Board to make a decision but just wanted to have a discussion as to what needs to be done. Mr. Goerlach stated that part of Old State Road was not completed. DPW Director Decelles stated that he is waiting to hear from the Regional Planning Commission relative to hazard mitigation grants that will become available soon and that Old State Road was not on the list because it had a higher rating than the roads presented. Mr. Goerlach asked if we could

use pothole money to complete Old State Road. DPW Director Decelles stated he would check into this. Mr. Goerlach asked why Bailey Road needed a full depth reconstruction. DPW Director Decelles stated that the Town would get a better product by doing it as a full depth reconstruction. DPW Director Decelles stated that he would run numbers for the Board based on what they thought needed to be completed or should take priority. Mr. Ericson wanted to know if the bumps on Prospect Street would be taken care of. DPW Director Decelles stated it would be better but probably could not get rid of them entirely based on rocks in the road. DPW Director Decelles stated that he would email the numbers so the Board could look at it before the next meeting. Potter Mountain Road is rated as a 3 and has drainage issues that need to be taken care of. Mr. Sieloff stated that the Town should look into roads on Pontoosuc Lake and the possibility of an Article at Town Meeting. DPW Director Decelles stated that he received Chapter 90 money to have unaccepted streets surveyed so they could be accepted. Mr. Goerlach talked about drainage and basins on these unaccepted streets. Mr. Sieloff stated that he would talk to DPW Director Decelles about this. [#5]

Sidewalk Snow Removal Bylaw / DPW Equipment purchase

Mr. Sieloff presented the Board with a proposed Sidewalk Snow Removal Bylaw for their review. Mr. Goerlach asked how it would be presented at Town Meeting. Mr. Sieloff stated that if the Board desired it would be presented as a Warrant Article and if the vote is in favor of the Bylaw then no equipment would be purchased. [#6]

Amendment to Police Department Rules and Regulations (Rule 12.8)

Mr. Sieloff presented the Board with proposed amendments to the Police Department Rules and Regulations. Mr. Sayers would like to table this until new police chief is hired. Mr. Sieloff stated it would be added to the Agenda for the first meeting in June. [#7]

Ryan Landscaping – Snow Removal Bylaw

Mr. Goerlach stated that Investigator Sorrell brought a copy of this Bylaw to Mr. Ryan. Mr. Goerlach stated that he had contacted Mr. Ryan to inform him to stop hauling because he was in violation of Town Bylaw 23. Mr. Goerlach wanted the Board to send a letter to Mr. Ryan informing him of the Bylaw and asking him to clean up the road and sidewalk and be mindful of it next year. Mr. Goerlach would also like the Board to send a letter to the Skyline Country Club to let them know that dumping is not allowed in that area. [#8]

Town Hall Roof Insulation Project and possible refund of retainage. Mr. Sieloff asked Mr. Ericson about the roof insulation project. Mr. Ericson stated that more insulation needs to be placed at the interface between the library roof and the rest of the Town Hall roof and that the engineer should have detected this when work was being done. Mr. Goerlach asked if the engineer was asked to look inside the building. Mr. Ericson stated that he could complete the job by the summer. Mr. Sieloff stated that he would put this on the Agenda in a month to follow up. Mr. Sieloff asked The Board to vote regarding the release of the retainage funds to the contractor once the hatch on the roof is properly sealed. Motion 15-32. Motion made by Robert Ericson to release the retainage funds to DP Carney Construction when the hatch on the roof has been properly sealed, seconded by Henry Sayers. Unanimously voted.

Proposed Lanesborough Elementary School Budget presentation at Elementary School on March 26, 2015

Mr. Sieloff stated that he put this on the Agenda to remind the Board about this upcoming meeting to make sure that the Board was aware and would attend.

Berkshire Wind Pilot Agreement.

Mr. Sieloff presented the Board with a proposed agreement from Town Counsel for their review. Mr. Sieloff stated that the Town of Hancock settled its lawsuit with the wind turbine consortium and that he would ask Town Counsel to look at the agreement with Hancock and would put this matter on the next Agenda. [#9]

Proposed Laston Park Committee Bylaws. Mr. Ericson would like this matter placed on the next Agenda. [#10]

Library Energy Conservation Project - Energy Committee

Mr. Sieloff stated that he placed this on the Agenda for informational purposes to talk about the work to be completed in the Library and Town Hall. Mr. Ericson stated that there are walls in the Library with no insulation.

Mr. Goerlach asked if the original plans called for insulation. Mr. Ericson stated that they invited a local contractor that was CET qualified to get an idea as to what the cost would be. The contractor stated that insulation could not be blown in because the cavity is too narrow and it would blow out the sheetrock. Mr. Goerlach asked if figures could be calculated to see what the cost savings would be. Mr. Ericson stated that the Energy Committee is working on that. Mr. Ericson stated that best time to do work would be in August. Mr. Ericson stated that he was going to check other walls within Town Hall to see how they were insulated. Mr. Ericson stated they have another meeting this week and the contractor is coming to present numbers.

Other business which could not have been reasonably foreseen within 48 hours of the meeting.
None.

Selectmen's Items

Mr. Sayers spoke about the Mount Greylock School Committee meeting last week. Mr. Sayers said the Board could support the budget as long as no additional money was added to it. Mr. Sieloff suggested that the Town move forward with the increase at this time. Mr. Goerlach stated that all departments need to realize that they are budgeting for the entire Town and teachers' salaries and health insurance costs were too high. Mr. Sieloff stated that Lanesborough Elementary School Committee did a great job looking into their budget but that the Mount Greylock School Committee needs to make adjustments. Mr. Sayers stated that the Board received backlash for not supporting the school budget which is 72% of the entire budget.

Mr. Goerlach asked Mr. Sieloff to send a letter on behalf of the Board to State Representatives regarding the increased electrical rates. Mr. Sieloff stated that he would do this.

Town Administrator Report

Mr. Sieloff stated that he is working on the Town Warrant. Mr. Sieloff informed the Board of the efforts of the Police Advisory Commission relative to the police chief search. Mr. Sieloff stated that three interviews were conducted last week and the Commission will be making their recommendations. He stated that 4 out of 5 members ranked Investigator Sorrell as their 1st choice but thought that all the candidates were strong. Mr. Sieloff suggested that the Board interview Investigator Sorrell at the next meeting and then decide how the Board wishes to continue. Mr. Goerlach asked if a special meeting should be held to move this along quicker. Mr. Sieloff stated that he is comfortable with waiting until the next meeting. Mr. Ericson stated that he would like to see the resumes of all the applicants. Mr. Sieloff stated that he would make copies for the Board.

Approve Minutes

Motion made by Henry Sayers to approve the Minutes of February 23, 2015 seconded by Robert Ericson. Unanimously voted. Motion made by Henry Sayers to approve the Minutes of March 9, 2015, seconded by Robert Ericson. Unanimously voted. Motion made by Henry Sayers to approve the Minutes of March 16, 2015 seconded by Robert Ericson. Unanimously voted.

Adjournment

Motion to adjourn meeting made by Henry Sayers, seconded by Robert Ericson. Unanimously voted. Meeting adjourned at 8:15 p.m.

Footnotes:

- [#1] Berkshire Regional Transit Authority / Disabled Commuter Representative
- [#2] Proposed Highway/Fire/Police Department Budgets
- [#3] Krispy Cones Common Victualler License
- [#4] Berkshire Regional Planning Commission 604b Letter
- [#5] DPW Director Memorandum / Chapter 90 Projects
- [#6] Proposed Sidewalk Snow Removal Bylaw
- [#7] Amendment to Police Department Rules and Regulations
- [#8] Ryan Landscaping / Snow Removal Bylaw
- [#9] Proposed Berkshire Wind Pilot Agreement
- [#10] Proposed Laston Park Committee Bylaw